

Ela Township Board Meeting
Thursday, November 13, 2003
7:30PM
Village of Lake Zurich Board Room
70 East Main Street, Lake Zurich, IL
Approved 1-08-04

1. Call To Order

The Meeting was called to order at 7:31pm.

2. Roll Call

Present: Supervisor Tinerella, Clerk Prouty, Trustees Black, Burch, and Sullivan. Trustee Knudtson was absent. Also present was the Highway Commissioner Kruckenberg and Senior Director Neuschel.

3. Pledge Of Allegiance

The Board led the audience in the Pledge of Allegiance.

4. Public Comment

Robert N. Sudeoin of 23765 N. Echo Lake Road, Lake Zurich had some concerns about the irrigation system going in at Knigge Park plus High School construction and Lake Zurich Pines Subdivision. His main concern was the flooding possibility on his property as his basement is tied to the flood plain and if the grade for the spillway is raised could he be in trouble. The Highway Commissioner said that he would be glad to come over to his property and check on the problem.

Also present at this Township Board Meeting were four Boy Scouts and one leader from Troop 309, they were in attendance to observe local Government at its finest and also working on Citizenship and Community Merit Badge. They were Chuck and Eric Jaffe, Ryan and Tim Nolan and Scotty Lavanne.

5. Approval of September 11, October 9 and October 13 Board Meeting Minutes.

Trustee Sullivan's motion to approve the minutes of September 11, October 9, and October 13 with the following changes, seconded by Trustee Black.

Roll Call: Trustees Black, Burch, Sullivan and Supervisor Tinerella all voted aye and the motion carried 4 to 0. October 9, page 3- under item-**Knigge Soccer Field Irrigation Project- consideration and possible action to accept bids for well enhancement & irrigation system installation, plus Ela Soccer Association participation in project-** will include in the 3rd Motion- the fees of the Township participation and the fees of the Soccer Association.

Trustee Black also had some typographic errors that she will submit to the Clerk.

6. Approval of Disbursement Audit- 10-09-03 to 11-12-03 (includes Q2 Social service agency payments)

This Agenda item will be moved to the end of the Meeting so the Trustees can go through the second disbursement Audits.

7. Treasurer's Report

Supervisor Tinerella related some information from the T.O.I. Conference that the Township Board had attended.

- a.** There is a new Department at the internal revenue service called Office of Federal State and Local Government (F. S. L.G) and they will be reviewing more closely the proper compensation reporting for services requiring a 1099 and taxable fringe benefit which should be noted on employees W2s.
- b.** They are giving training classes right now and this year they are still flexible and they have not started penalizing anyone yet, but in 2004 these things will become an issue.
- c.** The items that they enumerated on were, personal use of company vehicles, phones, clothing allowances that are non-accountable plans, even Life Insurance that is over \$50,000 is considered a taxable fringe benefit.
- d.** All elected Officials are employees.
- e.** All vendors that deal with the Township should have a W-9 form on file with the Township, if they are unincorporated, before they are paid for services.
- f.** The Township administration office will be sending out W-9 forms to all the vendors that supply services to the Township.

8. Supervisor's Report

- a.** Have prepared the Levy and this will be in front the Board next month(December 11) for adoption and the Clerk will file at Lake County by the last Tuesday of December. Anticipate not being more than 5% increase and will not need a public hearing for the Town of Ela for the 2003 levy collected in 2004 tax payments.
- b.** The Lake Zurich High School Choir has received an invitation from Delta records to cut a C.D. of Holiday songs and this will begin to be sold in December, and as a way of promoting the C.D. the High School has asked if they could have a presentation at the Townships December Board meeting of a song and how they received the honor of cutting the C.D.
- c.** Still processing about 4 to 5 LIHEAP applications a week.
- d.** Have a new manager at Liberty Lakes and she is helping to get the word out on the Township emergency assistance program.

9. "55 PLUS" Report

The Report was received and will be attached the back of the minutes.

The Senior Director touched briefly on some upcoming events like the Happy Holiday Party on December 5th, intergenerational event The Nutcracker December 26th, and the Hot Hot Salsa Caribbean party in February. The applications for the December events will be on the back of the Ela Township "55 Plus" newsletter. Happy Holiday Party prizes will be called off of their name tags. Need all of the Board to partake in the clean up after the party. Have \$1800.00 left in the Community Event Fund and not in the Senior budget will be using this towards the Salsa Party. The Date will be announce later and right now is planned to be either the 3rd or 4th Sunday in February.

10. "ATTIC"- Youth Drop-in Center Report

This report was received and attached to the back of the minutes.

11. Communication/Information Manager Report

This report was received and attached to the back of the minutes.

12. Highway Commissioner's Report

A Bus report was received and attached to the back of the minutes.

The Highway Commissioner had a few added items.

- a.** The Highway Commissioner has received quite a few calls from residents about health problems of people burning leaves and he will be investigating disposal and removal of leaves as this is very expensive and the Highway Department does not have the funds for this.
- b.** Will be having a hearing on the Levy at next month meeting (December 11, 03) to capture the new growth and running Truth and Taxation ad in the paper.

13. Assessor's Report

Clerk Prouty read the Assessor's report

This report will be attached to the back of the minutes.

14. Township Board Committee Report

Chairperson Trustee Sullivan reported on the **Finance Committee.**

- a.** The Finance committee left the Supervisor in charge of the Levy as they felt that she was at the office and saw what was involved in the every day workings of the office. Trustee Sullivan stated that there would be a Finance meeting December 11 and a guest speaker would be present.
- b.** Supervisor Tinerella stated that the board had received a copy of the propose Levy and based on some of tonight discussions she will be increasing that Levy, but not to a point that the Township would need a public hearing and still capture all the thirty- three million dollars (\$33,000,000 of new construction in the Township. So the Levy is anticipated to go up roughly 5% for the General Town Fund, which includes everything outside the Road district.

Trustee Black reported on the **Youth and Family Services Committee.**

- a.** Social Worker program, have not hire a person yet.
- b.** She is continuing to talk with District 95 school Board president on moving the Youth program to one of the school district buildings, have received a lot of positive feedback on this possible move.
- c.** Had received a lot of information on the Frisbee Golf and will share this at the next Parks and Recreation Committee Meeting.

Trustee Burch reported on the **Parks and Recreation Committee**

- a.** Would like Frisbee Golf back in the budget so that by Spring and we will have some young people install it.
- b.** Have completed plans for a field house for one of the park, this incorporates a meeting room on the lower level and which also can be used for an emergency bad weather storage shelter, on the main floor there is an area for inside and outside kitchen and concession stand and would like this to be on the agenda for next month meeting.
- c.** Also have received two requests from persons wanting to join the Park advisory Board and will keep them in the file. His idea is to have a people with different interest on the Board.
- d.** Will be having a Parks and Recreation committee meeting on December 31st, 2003.

UNFINISH BUSINESS

15. Township Web-site-consideration and possible action to remove the password protection

Will table this agenda item until next Board meeting as the Board felt that the Website needs to be tweaked and made a little more exciting.

16. Township Social Worker-consideration and possible action to approve a comprehensive plan that meets our Township unmet needs.

Trustee Black wanted the Board to let her know when would be a good meeting day to vote on the job description for a social worker, Trustee black will send out an e-mail.

Trustee Black's motion to approve the Social Worker job description, seconded by Trustee Burch.

This motion was made for the purpose of discussion.

Trustee Black handed out copies of the job descriptions.

Supervisor Tinerella stated that there is not for the Township to provide social services with direct employees, providing they have if they have the right credentials and they usually carry their own professional liability insurance, in addition to the Township' overall coverage.

Trustee Sullivan stated that the police department stated that they would have no control over a social worker if this person were a Township employee. Also he could not see getting rid of the other Social agencies that the Township funds now.

Trustee Burch withdrew his second so there was no vote taken.

This will be discussed and maybe acted upon at a special board meeting before the December board meeting.

17. Youth Special Event-consideration and possible action to approve a November 26th after school bowling event sponsored by "Attic"

Supervisor Tinerella wanted some feedback on the subsidizing the Youth Center programming like we do the Senior's. Trustee Black expressed a desire to charge full price and offer no subsidizing. Trustee Burch expressed a desire to have full (100%) subsidies for youth programming. Trustee Sullivan had no comment and Supervisor Tinerella feels the subsidy rates should be the same for both groups (i.e. approximately a 30% subsidy rate).

Trustee Burch's motion to approve the Special Event (bowling) for the Youth Center and let the Youth director decide on the date and time, seconded by Supervisor Tinerella. Roll Call: Trustee Black, Burch, and Sullivan all voted aye and the motion carried 4 to 0.

NEW BUSINESS

18. 2004 Funding of local programs and social service agencies-consideration and possible action to approve a new funding policy, application form and timeline for Township committee hearing for FY04/05

At the July 30th - Social Service Agencies Committee meeting the consensus of the committee was to revise the Township Funding policy. Funding is taxpayers money that the Township gives to social agencies that provide services to Ela Township residents. The Township usually gives out about \$200,000 to \$250,000 a year to 501C3 nonprofit organizations that provide services to Ela Township residents. The notices go into the paper in December and there is a hearing in January and these organizations present their programs, services, how much money is needed and how many residents are served to the Board for approval.

The revision is: Grant Applicant shall show clearly those unique services/program offered to Ela Township residents and the cost of that service. These services must be unique and only available as result of funds received from the Township.

On discussing this funding policy - the board wanted to delay the vote until Trustee Knudtson was present. The board decided to vote on this policy mainly because time is going to run out on the funding sequence.

Trustee Sullivan's motion to approve the funding policy minus the two paragraphs that are underlined above, seconded by Trustee Burch. Roll Call: Trustees Burch, and Sullivan and Supervisor Tinerella all voted aye and the motion carried 3 to 0. Trustee Black was undecided.

19. 2004 Township Committee Meetings-establish a regular meeting schedules for publication for each Township Board Committee

Meetings were previously decided earlier at this meeting, but not a yearly schedule.

The Board was in agreement to schedule the meetings even if they would be cancelled.

Finance Committee will always meet before the regular monthly Board meeting.

Youth and Family committee will always meet before the regular Board meeting.
Parks and Recreation will be meeting on December 31,2003.

20. Consideration and possible action regarding potential land acquisition and personnel issues discussed in the 6:00 p.m. closed/executive session portion of this board meeting.

Supervisor Tinerella's motion to approve the hiring of Phil Carona to replace Jessica McCarthy (Youth Director) and the hiring of Patricia Jansen to replace Pam McGraw at the Senior Center, seconded by Trustee Sullivan. Roll Call: Supervisor Tinerella, Trustees Black, Burch and Sullivan all voted aye and the motion carried 4 to 0.

6. Approval of Disbursement Audit-10-08-03 through 11-12-03 (includes Q2social services agency payments)

Trustee Burch's motion to approve the Disbursement Audit 10-08-03 to 11-12-03, seconded by Supervisor Tinerella. Roll Call: Trustees Black, Burch and Sullivan and Supervisor Tinerella all voted aye and the motion carried 4 to 0.

<u>GENERAL TOWN</u>	<u>\$167,835.38</u>
<u>GENERAL ASSIST</u>	<u>\$117.67</u>
<u>GENERAL ROAD</u>	<u>\$12,774.43</u>
<u>PERM. ROAD</u>	<u>\$31,527.35</u>
<u>PARK MAIN.</u>	<u>\$13,449.05</u>

<u>TOTAL:</u>	<u>\$225,703.88</u>
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21. Adjournment

Trustee Black's motion to adjourn at 9:01p.m., seconded by Supervisor Tinerella. Roll Call: Trustees Black, Burch, Sullivan and Supervisor Tinerella all voted aye and the motion carried 4 to 0.

LUCY PROUTY ELA TOWNSHIP CLERK